

## **MEMORANDUM**

SUBJECT: Survey on Quality of Candidates and Hiring Flexibilities for Vacancy  
Announcement # CI-R7-MP-2017-0007

FROM: Human Resources Management Division

TO: Agency Selecting Official

The Chief Human Capital Officers (CHCO) Council, a group of senior officials from Executive departments and agencies who meet regularly to explore and coordinate activities related to federal human resources policies and practices, has developed a survey to obtain managers' perceptions of the hiring process at their agencies. This is another step in making meaningful improvements in our Agency's and the federal government's hiring processes. The survey focuses on both the quality of candidates certified for hiring and the hiring flexibilities available to selecting officials. Data from this survey will be used to help us meet our Agency's hiring objectives.

I am requesting each of our hiring officials take the following actions for each vacancy announcement advertised. Please take into consideration all certificates issued to you under the vacancy announcement identified above when responding to the survey.

1. Complete the survey located at: [REDACTED]

Exemption 2 - Related solely to the internal personnel rules and practices of the Agency

The survey has 11 multiple choice questions that should take approximately five minutes to complete.

2. Verify that you have completed this survey by signing and dating this memo below and returning it to your HR Specialist along with the completed certificate.

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Hiring Official's Signature

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Date